

No.A.24017/1/2022-DP&AR(GGC)  
GOVERNMENT OF MIZORAM  
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS  
(GOOD GOVERNANCE CELL)

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Dated Aizawl, the 18<sup>th</sup> October, 2022.

**NOTIFICATION**

**Subject: Implementation of Online Leave Application for all Group 'A' Officers under the Government of Mizoram.**

Effective and transparent functioning of the Government is a pre-requisite for evolving a responsive governance system. Toward this end, the Government of Mizoram is initiating on implementation of e-Governance as part of a series of governance reforms, aimed at improving the internal functioning of individual Departments, with the ultimate objective of improving the delivery of services to the public at large.

One of the key initiatives in the area of e-Governance is the 'e-Office'. The e-Office solution enables core operations of the government at all levels to be performed in a virtual 'paper-less' environment. This application is, thus, another major step in realizing the objective of an open and responsive government. The Government intends to make significant progress to achieve a near paper-free office in all its Departments in the next three to five years.

And, one of the application that constitute 'e-Office' is the Leave Management System (e-leave). e-Leave is a workflow-based system that automates the leave application and approval process. This system enables users to apply for leave online and to view the status of the application as well as the complete information of the leave balances. The manual method of processing leave applications takes a lot of time due to human intervention and the physical movement of paper in each phase. So, there arises a need for a system that allows the applicant to apply for leave online at a convenient time and location. The person who approves the leave also needs the same convenience.

Therefore, to achieve a seamless and efficient services to the Employees under the Government of Mizoram in the applications of Leave, and in line with the objectives of e-Governance, it is hereby notified that all kinds of Leave Applications for Group 'A' officers under the Government of Mizoram shall only be availed, electronically, through the Leave Application Management System (LAMS) from the **20<sup>th</sup> October, 2022, positively**.

**Sd/- R. LALRAMNGHAKA**  
Secretary, to the Government of Mizoram  
Department of Personnel & Administrative Reforms

**Memo No.A.24017/1/2022-DP&AR(GGC) : Dated Aizawl the 18<sup>th</sup> October, 2022.**

Copy to:

1. Secretary to Chief Minister, Mizoram.
2. P.S to Deputy Chief Minister, Mizoram.
3. P.S to Speaker/Ministers/Deputy Speaker/Ministers of State/Deputy Chief Whip, Mizoram.
4. P.S to Vice Chairman, State Planning Board.
5. Sr. P.P.S to Chief Secretary, Government of Mizoram for information.
6. Secretary MLA/MIC/MPSC/SEC, Mizoram.
7. Principal Accountant General, Mizoram.
8. Chief Electoral Officer, Mizoram
9. All Administrative Heads, Government of Mizoram for strict compliance.
10. Chief Controller of Accounts, A&T, Mizoram
11. Resident Commissioner, New Delhi/ Jt. Resident Commissioner, Kolkatta/Dy. Resident Commissioner, Mizoram Houses Bengaluru, Guwahati, Mumbai, Shillong, Silchar.
12. All Heads of Department, Government of Mizoram for strict compliance.
13. CEO, Mizoram State e- Governance Society.
14. Controller, Printing & Stationaries, Government of Mizoram with 6(six) spare copies for publication in the Mizoram Gazette.
15. Under Secretary, Pol & Cabinet Department.
16. Website Manager, DP&AR (GGC) for uploading in website.
17. Guard File.



**(PAUL L. KHUMA)**

Deputy Secretary & Nodal Officer  
Good Governance Cell

Department of Personnel & Administrative Reforms